

Request for Proposals

Notice is hereby given that Directions for Living (DFL) will accept sealed proposals for the repair and recovering of the roof at the Children and Families Center. Additional (separate) sealed proposals for an integrated rooftop solar energy system at DFL's Children and Families Center, located in Largo, Florida 33771 are required. Separate proposals for the roofing component and the solar component will require community partnership.

All materials furnished and work performed shall be in accordance with the Specifications and other Contract Documents pertaining thereto, as prepared by DFL (1437 S. Belcher Road), Clearwater, Florida 33764.

Interested vendors may examine the Specifications and other Contract Documents via the DFL website (www.DirectionsforLiving.org/RFP) and during the mandatory pre-bid meetings.

Interested vendors **must** attend 1 (one) of the 2 (two) **mandatory** Integrated Roof and Solar Panel Pre-bid meetings. The first Pre-bid meeting is being held on Wednesday, February 7th, 2018 at 10:00 a.m. at the Project Site: DFL's Children and Families Center at 8823 115th Ave, N., Largo Florida, 33771. The second Pre-bid meeting is being held on Wednesday, February 14th, 2018 at 1:00pm at the Project Site: DFL's Children and Families Center at 8823 115th Ave, N., Largo Florida, 33771. Interested vendors who do not have a representative present during at least one of the Pre-bid meetings will not be eligible to submit a proposal. Sealed proposals will be accepted at the office of the Owner: DFL at 1437 S. Belcher Road, Clearwater, Florida 34764. Proposals will be accepted until 2:00 p.m. on Thursday, March 1st, 2018. A public proposal opening will take place immediately following the receipt of the sealed proposals at 2:01 p.m.

All questions are to be directed in writing to Lauryn Bacon, DFL's Grant Writer at LBacon@DirectionsforLiving.org. The last date for questions to be accepted, in order to allow time for the issuance of any addenda, is Friday, February 16th, 2018.

All proposals must be submitted in accordance with the written RFP, as furnished, and must be accompanied by a Bid Bond, Certified Check, Cashier's Check, Treasurers Check or Bank Draft in a sum not less than five (5) percent of the amount of the Bid, as a guarantee that the interested vendor will enter into an agreement with the Owner if their proposal is accepted. Proposals shall remain in force for sixty (60) days after the date of opening. Interested vendors must be insured and licensed to do business in the State of Florida, pursuant to Florida Statue Chapter #489, and in Pinellas County.

The Owner reserves the right to reject any and all proposals and to waive any informalities in any proposal whenever such rejection or waiver is in the interest of the Owner. Awards, if made, will be to the interested vendor whose proposal reflects adherence to the specification provided in the RFP.

These are COMMUNITY DEVELOPMENT BLOCK GRANT projects, Grant No. B-17-MC-12-0028 and B-17-UC-12-0005, funded through the United States Department of Housing and Urban Development. Therefore, Federal regulations including, but not limited to the following apply: Federal Labor Standards per 29 CFR parts 3 and 5, Procurement Procedures per Part 85 Uniform Administrative requirements, Affirmative Action to achieve Equal Employment Opportunity per 41 CFR 60-4 and Section 3 provisions per 24 CFR 135, Section 306 of the Clean Water Act per 42 USC 1857(h), Section 508 of the Clean Air Act per 33 UWC 1368, Executive Order 11738 and Environmental Protection Agency regulations per 40 CFR

part 15. The successful vendor will be required to furnish and pay for a satisfactory one hundred percent (100%) contract performance and payment bond. Surety companies executing these bonds must appear in the US Treasury Department's most current list (Circular 570, as amended), and be authorized to transact business in the State of Florida. Details regarding these and other Federal Requirements are included in contract documents. **Minority and Women Business Enterprises are encouraged to apply.**